

CIA INTERNAL USE ONLY

1 July 1963

MEMORANDUM FOR: Mr. [REDACTED] Deputy Director
Space Allocations and Facilities Branch, CIA

STATINTL

SUBJECT: Foyer to the Auditorium

1. Stimulated by your inquiry with regard to the FAC views on the covering to be placed on the benches in the foyer to the auditorium, the Fine Arts Commission has been considering not only that problem but other needs of that same area.

2. On 28 June, the FAC met and reached the following recommendations which are submitted for your consideration.

a. Purchase three Gunlocke benches, No. 2831-48, (length, 48 inches; width, 20 inches; height, 18 inches), walnut base. Of these we recommend that two be placed along the wall to the right as you enter the foyer and one in the alcove in the basement entrance to the auditorium. We further recommend Gunlocke fabric, No. F205 (see attached). You will recall that in this connection you had been dealing with the Coleman Company.

b. Add rather large planters in the corner at the right in front of the plate glass window and lower planters on the shelf above the stairwell and in front of the plate glass window at the left. The boxes for that should be in walnut finish like the benches discussed above. [REDACTED]

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Mr. [] a member of the FAC, has personally investigated the market for artificial planters and finds that the firm, [] does very creative work and, he believes, less expensively. Would you be good enough to be in contact with this firm and invite a representative to visit the Agency. I would appreciate being notified when that can be done so that the Commission can explore with him what that firm may have to offer, both in this connection and in regard to our thinking for future developments in the main foyer to the building.

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c. Remove the white trash can and the present cigarette ash stands and substitute therefor two stands of walnut base in the main foyer and one in the basement entrance. Would you be good enough to look into the available designs for ash tray stands from which the FAC might make a recommendation not only for this area but also for the main foyer to the building and the first floor quadrangle.

d. Paint the sides of the tunnel between the foyer and the auditorium the color of the ceiling of the foyer (blue-green).

e. Install appropriate landscaping in front of each of the plate glass windows.

3. The FAC feels that the foregoing recommendations will relieve the severity in the present decor. For your information, the FAC is also looking into the possibility of acquiring some contemporary paintings which could be hung on the white walls of the foyer and opposite the bench in the basement entrance.



Chairman
Fine Arts Commission

Attachment: Bench Illustration (Addressee only)
Material Sample

cc: ADD/S
Mr. []
FAC
Chairman, FAC

25X1

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